

SCHOOL BOARD BYLAWS

Rules of Order

In the absence of any specific rule, Robert's Rules of Order (Revised) shall be considered the authority on parliamentary law.

Specific rules of order of the School Board are as follows:

1. It shall be the duty of the chairman or presiding officer at all times, to preserve order and to endeavor to conduct all business before the board with propriety and dispatch.
2. When any business is brought regularly before the board, the consideration of the same cannot be interrupted except by a motion: for adjournment, to lie on the table, for the previous question, for commitment, or for amendment.
3. The chairman may speak to points of order of preference to other members, and shall decide questions of order, subject to an appeal to the board by any two members.
4. A motion made, must be seconded, and then repeated distinctly by the chairman or read aloud before it is debated; and every motion shall be reduced to writing if the chairman or any of the members requires it.
5. Any member who shall have made a motion shall have liberty to withdraw it, with the consent of his second, before any debate has taken place thereon; but not after debate is had without leave being granted by the board.
6. An amendment may be moved on any motion, and shall be decided before the original motion; but no more than one amendment to an amendment shall be entertained.
7. If the motion under debate is composed of two or more parts, which are so far independent of each other as to be susceptible of division into several questions, any two members may have it divided and a vote taken on each part

(continued)

SCHOOL BOARD BYLAWS

Rules of Order

8. A motion once voted on cannot be renewed at the same meeting of the board, without the consent of a majority of the members of the board.
9. If any member considers himself aggrieved by a decision of the chair, it shall be his privilege to appeal to the board, and the vote on such appeal shall be taken without debate.
10. When the chairman has commenced taking a vote, no further debate or remark shall be admitted unless there had evidently been some mistake, in which case the mistake shall be rectified and the chairman shall recommence taking the vote.
11. A motion for adjournment shall always be in order and shall be decided without debate, except that it cannot be entertained when the board is voting on another question or while a member is addressing the board.

Adopted by School Board: March 24, 1987